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11 July 1956

FIELD TRAINING STAFF NOTICE NO. 37-56

SUBJECT: Instructions for Emergency Circumstances

1. Under conditions of national emergency it is imperative that each employee notify XO/AF/OS that he has survived and that he will report for duty by a certain time. The report can be made in person, by courier, via the Relocation Officer, or in the unlikely event that telephonic communications remain intact, by telephone.
2. If on duty, employees will secure all classified material, report to respective supervisors, who will report to XO/AF/OS.
3. XO/AF/OS will determine whether or not he will recommend that employees be released to join their families, or whether some employees will be required for emergency duties.
4. If you are not on duty, you should follow instructions of local Civil Defense Authorities for protection of your family and property. As soon thereafter as possible, you should report to XO/AF/OS concerning your availability for duty.
5. The following officers are appointed Relocation Officers for the locales indicated:

25X1A9a

25X1A6a

XO/AF/OS

B-100

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6. Relocation Officers will arrange among residents of their areas for alternate Relocation Officers in event of nonsurvival of Relocation Officers. Duty of Relocation Officers is to notify XO/AF/OS of survivors and time they will report for duty.



25X1A9a

Assistant Chief for Field Training

Dist:

1 c.ea.Crs,Un Chf

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